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30 May 2022

**To: All Members**

You are hereby summoned to a meeting of the Community Council AGM, to be held on **Tuesday 7 June 2022 at 7 pm** at the Council Chambers within Mynydd Isa Community Centre.

Yours faithfully,

*Mered Eastwood*

Clerk and RFO for Argoed Community Council

**The meeting will be held as a hybrid meeting and members of the public and press are welcome to attend, either by attending the meeting in person or remotely by way of Teams. If you wish to attend remotely, please contact the Clerk so that a link may be sent to you.**

## **AGENDA**

1. Apologies  
To receive any apologies.
2. Chair's Report  
To receive the Chair's report.
3. Clerk's Report  
To receive the Clerk's report.
  - Argoed Gardening Club - donation cheque received as club closing.
  - Hynet UK information
  - Jubilee events
  - Potential disruption to office cover and working hours
  - Code of conduct training
4. Co-option of members  
To consider the co-option of any potential new members.
5. Declaration of interests  
To receive any declaration of interests in the agenda items.
6. Standing Orders  
To consider any revision to the Standing Orders and/or Financial Regulations.

7. Financial Matters

a) Payments for authority to pay:

Invoice no.	Supplier	Details	Amount (£)	VAT (£)	
	ProVision	Street lighting upgrade	349.16	69.83	SO
E0600ISR5K	Microsoft	Microsoft 365 Business Standard	9.40	1.88	Dd
E0600ISKBD	Microsoft	Microsoft 365 Business Basic x 12	50.54	10.10	Dd
M137CB	BT	Telephone and internet	85.44	17.08	Dd
21714	Amberol	Planters	1716.20	343.24	Pd
TX097020	Flintshire CC	Street lighting maintenance	55.55		

b) Salary and other employment costs for May 2022: £1,690.60

c) Bank Balances as at 31.05.2022:

NatWest Current: £1,667.54  
NatWest Reserves: £57,127.43

d) Balance sheet – to be sent separately.

8. To approve the Minutes of the meetings held on 9 May 2022

**MINUTES OF THE ARGOED COMMUNITY COUNCIL HELD AS A HYBRID MEETING ON TUESDAY 9 MAY 2022 AT COUNCIL CHAMBERS, MYNYDD ISA COMMUNITY CENTRE.**

**Representatives:**

**Argoed Ward:** Cllr Faron Hadfield-Jones, Cllr John Holiday, Cllr Ian Jolly, Cllr Hilary McGuill, Cllr Gwilym Owen

**New Brighton Ward:** Cllr Jon McCarron, Cllr Keith Mutch, Cllr Miriam Shepherd, Cllr Uzma Sikander

**In attendance:** Clerk Mared Eastwood, Assistant Clerk Janet Jones.

1. Apologies

Cllr R Marsh, Cllr J Morris

2. Chair's Report

Cllr Ian Jolly read out his report:

It is pleasing that we are now able to meet face to face, whilst also having the equipment to conduct hybrid meetings. Cllr Faron Hadfield-Jones was thanked for making the website compliant, he and Cllr Jon McCarron were thanked for installing the equipment in time for the meeting.

During the past 2 years everyone has had to learn new skills and attend remote meetings, which kept our council operating. My sincere thanks to you all.

Special thanks to our volunteers, who planted daffodil bulbs in the Spring and those who have done litter picking duties around the Wards.

Tesco Bags of Help have now confirmed that this council has been successful in the appeal for cookery classes equipment, and they are donating £500.

Platinum Jubilee, plans are in hand for several celebration events, among these events a vintage car and bike rally is being held.

The Bonc – no more moles reported and the new fence in the dog walking area has been completed.

Elections – the Community Council was uncontested, and we have a new member of council, Cllr Uzma Sikander whom I am sure will be a great asset to this council. Congratulations to Mared and Hilary, who were again successful and remain our County Councillors.

Replacement Milestones -as over the years many of the originals had been broken or removed, it would enhance the wards if replacements were sited.

I have enjoyed my time as being Chairman and thank the support given by my fellow members of council.

The member of the public who attended the meeting was welcomed and would perhaps consider being co-opted as a member of council in the future.

**3. Election of Chair**

It was proposed that, given the lack of opportunities to represent the Council considering the lockdown restrictions, that Cllr Ian Jolly be re-elected as Chair.

**Resolved: That Cllr Ian Jolly be re-elected as Chair for the municipal year 2022-23.**

**4. Election of Vice-Chair**

It was proposed that Cllr Faron Hadfield-Jones be re-elected.

**Resolved: That Cllr Faron Hadfield-Jones be re-elected as Vice-Chair**

**5. Declaration of Acceptance of Office**

The Declaration of Acceptance of Office forms were duly signed by those present who had not already signed their declaration. It was noted that Cllr Jack Morris had not yet had an opportunity to sign his declaration and the Clerk was due to be on annual leave the following day.

**Resolved: That arrangements be made with Cllr Jack Morris for him to sign his Declaration of Acceptance of Office after the Clerk's return to the office and either prior to or at the next meeting.**

**6. Chair's Allowance and Remuneration Fees**

Clerk outlined the current guidance with regard to allowances payable.

**Resolved:** That a Chair's allowance of £1200 be paid and that Councillors be offered an allowance of £150.

Any allowances that are declined are to be added to the grants budget, with due consideration being given to the Councillor's nominated organisation.

**7. Appointment of Members to serve on Council Committees and Working Groups.**

General review of committee membership and working groups.

**Resolved:**

**Amenities:** Cllr Ian Jolly, Cllr Faron Hadfield-Jones, Cllr Roy Marsh, Cllr Keith Mutch, Cllr Miriam Shepherd, Cllr Uzma Sikander.

**Grants:** Cllr Ian Jolly, Cllr Faron Hadfield-Jones, Cllr Hilary McGuill, Cllr Roy Marsh.

**IT Group:** Cllr Faron Hadfield-Jones, Cllr Ian Jolly, Cllr Jon McCarron, Cllr Keith Mutch.

**HR Group:** Cllr Ian Jolly, Cllr Faron Hadfield-Jones, Cllr Roy Marsh, Cllr Keith Mutch, Cllr Jon McCarron.

**Quarry Group:** Cllr Ian Jolly, Cllr Faron Hadfield-Jones, Cllr Keith Mutch, Cllr Miriam Shepherd

Cllr Jack Morris be approached to see if he wishes to join any of the committees or working groups.

**8. Appointment of Representatives on Outside Bodies**

Consideration of current membership of the School Governor bodies and North and Mid-Wales Association of Local Councils. Cllr Jon McCarron indicated that he would like to remain on the Junior School Governors, Cllr Miriam Shepherd expressed an interest in developing a link between the community council and Argoed High School.

**Resolved:** Mynydd Isa School Governors – Cllr Jon McCarron

North and Mid Wales Association of Local Councils – Chair and Clerk

Approach Argoed High School to see if a member of Argoed Community Council can have a place on the governing body or if a link between the two organisations could be established in another way.

**9. Future Meeting Dates**

**Resolved:** The following dates were agreed.

Proposed Meeting Dates 2022-23:		
Council	Amenities	Grants
07 June 2022	16 June 2022	16 June 2023
05 July 2022	20 July 2022	
06 September 2022	21 September 2022	
04 October 2022	19 October 2022	19 October 2023
01 November 2022	16 November 2022	
06 December 2022	21 December 2022	
10 January 2023	18 January 2023	
07 February 2023	15 February 2023	15 February 2023
07 March 2023	15 March 2023	
04 April 2023	19 April 2023	
2 May 2023 (AGM)		

**That the groups are to meet up and agree dates separately.**

#### **10. Clerk's Report**

Clerk thanked Cllr Faron Hadfield-Jones for making the now fully compliant website possible and also for assisting with the new equipment which will enable hybrid meetings to be held.

The plant containers are on order, as well as the bedding plants. We are hoping they will arrive soon. Volunteers are needed to plant up the hanging baskets.

A litter-picking event is being organised twice a month – in Mynydd Isa on every 2<sup>nd</sup> Saturday and in New Brighton every 3<sup>rd</sup> Saturday. A local resident has volunteered to promote and run these events.

Jubilee – ASA are no longer holding an event. A bouncy castle has been arranged but an alternative venue for it will be found. Caffi Isa have agreed to hold more events on that Saturday.

**Resolved: Clerk's report was noted and it was agreed that Caffi Isa be approached to cost out a free ice-cream for every child who arrives at the event on Saturday in fancy dress. Clerk to email the members.**

#### **11. Co-option of Members**

None to consider although there are currently eleven members and therefore three vacancies.

#### **12. Declarations of Interest**

None received.

#### **13. Standing Orders**

No changes to note.

#### **14. Financial Matters**

The Clerk detailed all the payments that needed to be authorised and discussed the External Auditor reports for 2019/20 and 2020/21 and the Internal Auditor report for 2021/22 in detail.

**Resolved:**

- a) The following payments and invoices were noted and authorised:**

Invoice no.	Supplier	Details	Amount (£)	VAT (£)	
18618	Pro Vision	Street Lights Upgrade – April 22	349.16	69.83	SO
E0600IF001	Microsoft	Business Standard x 1	9.40	1.88	dd
E0600IF75M	Microsoft	Business Basic x 12	45.60	9.12	dd
M136BB	BT	Telephone and internet	85.64	17.12	dd
465	Jones Brothers Leeswood Ltd	Fencing at y Bonc	3268.00	653.60	pd
TX097098	Flintshire CC	Street lighting energy Jan, Feb and March	279.99		
71152	Connectec	6 port ethernet switch	29.43	5.89	pd
1186005	Broadbandbyer.com	Conference phone	350.23	70.05	pd
6	MLandscapeUK	Quarry strim and litter pick	490.00		
100121331– 2022-13744	Reliant TV (St Annes) Ltd	55" Samsung TV	312.50	62.50	Pd
100028371- 2022-4177	NB Data Ltd	Webcam	204.16	40.83	Pd
1100042315- 2022-829	Morland Solutions Ltd	Anti-trip mat	41.62	8.33	Pd
132593151- 2022-101581	Rhinocables Ltd	USB cable	4.99	1.00	Pd
2022-125767979	Ningbo Star Collections Ltd	Mobile TV stand	63.74	12.75	pd
22B75J7AEUI	Amazon	Wireless keyboard	16.66	3.33	pd
445997	Canda Copying Ltd	Rental of photocopier	83.00	16.60	
446367	Canda Copying Ltd	Photocopies	33.80	6.76	

- b) Salary and other employment costs for April 2022 were noted as being £1,507.00 and that this includes the adjustment for the overpayment in March salaries.**

- c) Bank Balances were noted as at 30.04.2022:**

**NatWest Current: £1,973.92**  
**NatWest Reserves: £62,122.05**

- d) The reports back from the External Auditor for 2019/20 and 2020/21 were considered, noted and approved.**

**The report back from the Internal Auditor for 2021/22 was considered, noted and approved.**

**15. Fixed Assets List**

Clerk advised that the fixed asset list has been updated to reflect the recent purchases and also advised it would still be beneficial to conduct a full review, to ensure that there is nothing missing in error.

**Resolved:** The fixed asset list as detailed was noted and will be reviewed fully during the next Amenities Committee meeting.

**16. To approve the Minutes of meeting held on 5 April 2022**

Consideration of the minutes of the meeting held on 5 April 2022.

**Resolved:** The minutes of the meeting dated 5 April 2022 were approved.

**17. Notices of Motion**

Cllr Keith Mutch expanded on his notice of motion to prohibit the parking of motor vehicles on the west side of Mercia Drive, from the entrance to the service road at the back of the shops to the exit from the carpark. He explained that a number of residents are parking there instead of the adjacent car park but their cars then have a negative impact on visibility. They have also been seen parking in the bus stop. There was a general discussion on the merits of the proposal against having yellow lines around the estate.

**Resolved:** That Streetscene be contacted with a request that no parking lines are painted on the west side of Mercia Drive, from the entrance to the service road at the back of the shops to the exit from the car park.

Cllr Hilary McGuill expanded on her notice of motion to consider that a dog bin be sited on the grassed area in the new housing development opposite the Argoed High School and one to be sited at Bryn Lane, Bryn-y-Baal, next to the cow's field. She explained that residents in the new development often walked their smaller dogs in the grassed area within the development only and a dog-bin for their use would be beneficial. The farmer has also advised that residents are throwing filled poo bags over the hedge into his field where the in-calf heifers are grazing. It was noted that dog faeces can carry the Parvo virus which can cause the heifers to abort, which is the reason for the request.

**Resolved:** That Streetscene be requested to either provide bins to the locations identified or move existing bins to those locations.

**18. Planning Applications/Decisions**

The planning applications and decisions received were noted and considered.

**Resolved:** 064289 – no objection subject to there being adequate parking within the curtilage of the property.  
064315 – no objection.  
064412 – no objection, officer decision.

**19. Representative's Report**

The Council received the PCSO report and noted that the empty property just off Rose Lane is being monitored and that further 'Cuppa with a Coppa's are being arranged. Cllr Hilary McGuill commented how marvellous the

PCSOs had been recently with a local resident, going above and beyond to ensure the resident was safe. Cllr John Holiday commented how nice it has been to see the PCSOs patrolling and being active in the area.

**Resolved: To send a positive letter to the Police, highlighting the work that has been done recently by the PCSOs in our area.**

**20. Committee and Group Reports**

The minutes of the Amenities Committee meetings on 16 February 2022 and 20 April 2022 were considered.

**Resolved: Minutes of Amenities Committee dated 16 February 2022 and 20 April 2022 were approved.**

Meeting concluded 8.30pm

Next meeting to be held 7 June 2022

**9. Notices of Motion**

That a request be made to have two bus shelters installed, one on each side of Wylfa Hill, similar to the one installed at the Griffin Inn

- Cllr Hilary McGuill

**10. Planning applications/decisions**

The Development Management Service is currently transitioning to a new case management system. Part of this project is to launch a new Citizen Portal on the Flintshire website that will allow improved access to information about the progress of planning applications and the use of interactive functions such as improved viewing of application details, automatic updates on the progress of applications, tracking of applications, commenting on applications, publication of both statutory consultee and neighbour responses, submission of responses and uploading of documentation that will feed directly into the case management system.

The full functionality of the Citizen Portal can be activated by signing up to a Flintshire My Account and choosing to receive updates on Planning. If you do this now then you will be ready to use the new system when we launch week commencing 16th May.

<https://www.flintshire.gov.uk/en/Resident/Contact-Us/My-Account.aspx>.

It is important that the email address you use to sign up is the same one we use to consult you on an application. This is because we have already linked you with this e-mail address in our case management system. The e-mail we have recorded for you is the one we have used to send this e-mail.

The weekly lists of applications received and decisions issued will also be accessed through the Citizen Portal.

You will also be able to submit general enquiries through the Citizen Portal.



Planning Applications will continue to be submitted through the Planning Portal.

If you have any queries about the Citizen Portal please e-mail:

[agileadministrators@flintshire.gov.uk](mailto:agileadministrators@flintshire.gov.uk)

11. Representatives Report

To receive any reports from representatives from outside bodies.

12. Committee and group reports

To receive any reports from committee or working groups.